

**FINAL PROJECT REPORT
AS OF 9/30/03**

Project: 90-CT-0075/02
Transfer of Learning Strategies for Child Welfare Supervisors

1. Major activities and accomplishments during the project

Objective #1: Develop Family Centered Case Assessment and Planning CORE curriculum. Revision and standardization of the Family Centered Case Assessment and Planning CORE curriculum (not funded by the grant) was completed and distributed to the Wisconsin Training Partnerships.

Objective #2: Develop supervisory and child welfare worker training related to the implementation of WiSACWIS (Wisconsin's Automated Child Welfare Information System) and the Wisconsin Model (Wisconsin's Practice Model imbedded into WiSACWIS). Supervisor and child welfare worker training related to the implementation of WiSACWIS and the Wisconsin Model was developed and provided to Northeastern Wisconsin counties. This training (not funded by the grant) will continue to be provided, through 2004, as counties across Northeast Wisconsin complete implementation of WiSACWIS and the Wisconsin Model.

Objective #3: Develop child welfare orientation guidebook and supervisory companion. Completed development of the "Passport To Practice" child welfare worker guidebook and supervisory companion. This component focuses on new worker orientation to the agency and position, with a focus on supporting new workers via the supervisory role and Transfer of Learning.

- The "Passport to Practice" incorporates TOL activities to be completed by the new worker.
- The supervisory companion is a complementary piece to the "Passport to Practice" designed to direct the child welfare supervisor's role in the orientation process.
- The "Passport to Practice" is also designed to be a complementary piece to Wisconsin Organizational Structure CORE training. This CORE training is in multimedia format for on-the-job training which provides pre-training exercises that will prepare workers to attend CORE training and post-training exercises which will support TOL from CORE training to practice.

Objective #4: Develop Supervisory TOL curriculum, Leadership seminar and participant resources. Completed development of the Supervisory TOL curriculum and participant resources that resulted in a 2-day training curriculum for supervisors and a ½ day training outline for administrators to better support the supervisory role. The project team finalized the Supervisory TOL curriculum, Leadership seminar and participant resources based on:

- The pilot administrative overview of the supervisory TOL curriculum in October 2002.
- The pilot testing of the Supervisory TOL curriculum with child welfare supervisors in April and June 2003.

The NEW Partnership will be incorporating the Supervisory TOL curriculum into the Supervisory Core training series. This will be replacing the existing Institute of Human Services Supervisor TOL Curriculum in the Supervisory Core training series.

Objective#5: Develop a peer mentoring guidebook for child welfare supervisors.

Completed development of the "Peer Mentoring: Supervision and Mentoring in Child welfare Services Guidelines and Strategies" resource that focuses on supporting a supervisor's role through peer mentoring. The project team finalized the guidelines and strategies based on:

- Input gathered from two child welfare supervisors groups in Northeastern Wisconsin between May 2002 and September 2003.
- Strategies practiced and tested in child welfare units by supervisors between May 2002 and September 2003.

2. Problems

None

3. Significant findings and events

Child welfare supervisors in both the peer mentoring groups and the TOL pilot training requested tools/strategies that are formatted to be readily assessable, e.g. desktop references. These requests were incorporated into the resources section of the TOL curriculum/participant resources and the addendum of the "Peer Mentoring: Supervision and Mentoring in Child Welfare Services Guidelines and Strategies."

Child welfare supervisors who participated in the TOL curriculum pilot training developed TOL plans. These plans were implemented with unit staff. Supervisors evaluated the extent to which outcomes were met and reported results to the curriculum developer.

Both new and experienced child welfare supervisors expressed appreciation for the opportunity to participate in the peer-mentoring group. They indicated benefit from participation in the following manner:

- The group proved to be a safe, collegial environment in which to share both positive and negative experiences supervising staff

- The opportunity to learn from each other what works and what does not work when supervising staff, e.g. Managing difficult unit members.
- The opportunity to test TOL strategies, presented by the facilitator, with staff, and report results to the group.
- The development of a supportive /trusting environment. The sharing /learning within the group promoted the growth of effective managers.
- Supervisors following strategies presented in the peer mentoring groups became models for their workers. Workers, using strategies learned from their supervisors, became models for their families.

4. Dissemination Activities

The "Passport to Practice", TOL curriculum and "Peer Mentoring: Supervision and Mentoring in Child Welfare Services Guidelines and Strategies" were presented at the statewide training Partnership meeting in September 2003. The same three products were presented, plus a peer group session was demonstrated, at the statewide Partnership Training Council Meeting in September 2003.

The TOL grant products will be presented at Northeastern and Northern Regional supervisors meetings in December 2003 and January 2004.

The TOL grant products will be presented at the Steering Committee of NEW Partnership in December 2003 and the Training Advisory Committee of NEW Partnership in January 2004.

5. Other activities

The NEW Partnership team has recruited child welfare supervisors to serve as facilitators for new peer mentoring groups in Northeastern Wisconsin.

NEW Partnership has recruited administrative member Partners to promote implementation of child welfare supervisor peer mentoring throughout Northeastern Wisconsin.

**FINAL PROJECT REPORT
COVER SHEET**

1. Grant Number: **90-CT-0075/02**
2. Grantee Name and Address: **University of Wisconsin-Green Bay, Northeast Wisconsin (NEW) Partnership for Children and Families, David A. Cofrin Library Suite 750, 2420 Nicolet Drive, Green Bay, WI 54311-7001**
3. Telephone Number: **(920) 465-2724**
4. Project Title: **Transfer of Learning Strategies for Child Welfare Supervisors**
5. Period of Performance: **10/01/2000 through 09/30/2003**
6. Period Covered by Report: (check one)

☐ First Semi-Annual Report
☐ Second Semi-Annual Report
☒ Final Report
7. Principal Investigator's Name and Telephone Number: **Samuel Braus, 920/465-2724**
8. Author's Name and Telephone Number: **John Cole, 920/465-2867**
9. Date of Report: **12-1-2003**
10. Report Number: **Final**
11. Name of Federal Project Officer: **Marva Benjamin**
12. Date Reviewed by Federal Project Officer:
13. Comments (if any):

UNIVERSITY of WISCONSIN
GREEN BAY

**PARTICIPATING
AGENCIES**

The Social Work Program,
University of Wisconsin
Green Bay

The Wisconsin
Department of Health
and Family Services,
Division of Children
and Family Services

University of Wisconsin
Cooperative Extension

The Tribes:
Forest County Potawatomi
Lac du Flambeau
Menominee
Oneida
Sokaogon Chippewa
Community (Mole Lake)
Strockbridge-Munsee

The Counties:

Brown
Calumet
Door
Florence
Fond du Lac
Forest
Green Lake
Kewaunee
Langlade
Lincoln
Manitowoc
Marathon
Marinette
Marquette
Menominee
Oconto
Oneida
Outagamie
Portage
Shawano
Sheboygan
Vilas
Waupaca
Waushara
Winnebago
Wood

December 19, 2003

Marva Benjamin, Grant Liaison
ACF- Children's Bureau
Administration for Children and Families
Mary E. Switzer Building, 330 C Street, S.W.
Washington DC 20204

Dear Ms. Benjamin,

I am writing this brief letter to serve as cover to our final report of activities related to our Children's Bureau Grant Award # 90CT0075/02 Training Grant: Transfer of Learning Strategies for Child Welfare Supervisors. We are very pleased with our accomplishments during the last three years in developing strategies, curriculum, and tools focused on the support of Supervisory Transfer of Learning for Child Welfare Workers.

Enclosed you will find our Final Project Report which summarizes our accomplishments in the past three years. Additionally, you will find three copies of each resource that was developed:

- "Passport to Practice: A Child Welfare Worker Orientation Guidebook" and the accompanying "Supervisory Companion."
- "Developing the Supervisor's Capacity to Assist Staff in Transforming Learning Into Practice" curriculum.
- "Leadership Seminar on the Transfer of Learning: An Outline for Conducting the Seminar" which serves as an outline for facilitators to use in conducting a training session to familiarize administrators with the above noted TOL curriculum designed for supervisors.
- A Report on the Pilot Offering of "Developing the Supervisor's Capacity to Assist Staff in Transforming Learning Into Practice" with the evaluation results from the pilot session.
- "Supervision and Mentoring in Child Welfare Services: Guidelines and Strategies" resource.

We look forward to additional opportunities to work with the Children's Bureau in the development of resources and materials that will support child welfare practice. If you have any questions or need additional information, please contact me via phone at (920) 465-2866 or via email at reillys@uwgb.edu. Thank you.

Sincerely,


Stephanie Reilly, MSW

Interim Director, NEW Partnership for Children and Families

PARTNERSHIP

4/5/04 Products in file cabinet - (Hallway 2B
2300 corridor)
3/25/05 Cleaning house